

**From:** [Carlos Rodriguez](#)  
**To:** [Jeff Zarrinnam](#)  
**Cc:** [Aram Taslagyan](#); [Carlos Rios](#); [Sunil Rajpal](#); [Gubler, Leron](#); [Shahenian, Nicole](#); [Jacques Massachi](#); [harvey shield](#)  
**Subject:** Re: Vermont Ave Street Improvement \_ Ground Breaking Ceremony  
**Date:** Wednesday, September 28, 2016 3:49:45 PM

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Hello Jeff,

Thank you for your quick response. I am coordinating these details for the Groundbreaking Ceremony with the Contractor. Once I can confirm that the contractor will be able to provide us with exposed dirt for the location at [Delongpre Ave & Vermont Ave](#) for Groundbreaking Ceremony on Wednesday, October 5th, I will let you know. What would be the last date that I can confirm these details with you for you to have enough time to organize your details?

Thanks,

On Wed, Sep 28, 2016 at 12:01 PM, Jeff Zarrinnam <[Jeff@hollywoodhotel.net](mailto:Jeff@hollywoodhotel.net)> wrote:

Hi Carlos

Please see my answers to your questions below in RED

Thanks Carlos!

Vaya con Dios,

Jeff Zarrinnam, C.H.A.

*President & CEO*

HH<sup>SM</sup>

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**From:** Carlos Rodriguez [mailto:[carlos.c.rodriguez@lacity.org](mailto:carlos.c.rodriguez@lacity.org)]  
**Sent:** Wednesday, September 28, 2016 11:31 AM  
**To:** Aram Taslagyan; Jeff Zarrinnam  
**Cc:** Carlos Rios; Sunil Rajpal  
**Subject:** Vermont Ave Street Improvement \_ Ground Breaking Ceremony

Hello Aram & Jeff,

I just wanted to coordinate some details with you gentlemen regarding the Project Ground Breaking Ceremony. The tentative date for the Ground Breaking Ceremony has been scheduled by the contractor on Wednesday, October 5th. In a previous meetings we determined that the Ground Breaking Ceremony will be held at the proposed median island at Delongpre Ave & Vermont Ave. I would like to coordinate the following details with

you:

- 1) Assuming the date does not change, we need to determine a time for the ceremony. **We are hoping for an 11am groundbreaking. Leron has to be at a grand opening ribbon cutting at 1pm**
- 2) Do we still want the individuals involved to be able to turn dirt over? **YES!** If so, I need to coordinate these details with contractor because he will need to dig down about 12 to 18 inches of the street to reach dirt. **We would like to have all the asphalt removed at the De Longpre Median for the Ground Breaking Ceremony. If the contractor needs a day or 2 more for the complete removal of the asphalt, let us know.**
- 3) How many individuals do we expect to be involved with the ceremony? **I ordered 20 hard hats with the EHBID logo – so at least 20... maybe more** I need to notify the contractor how much area to dig out for the ceremony.
- 4) Head count of individual is also needed to ask contractor for shovels. **20 shovels for those wearing the EHBID hard hats would be ideal.** Unfortunately, the contractor does not have the gold painted shovels, is this OK with the group? **Sure – No Problem. As long as they are all the same type of shovel.**
- 5) Who will be sending out the invitations for the Ground Breaking Ceremony? **Our executive director – Nicole Shahenian will send out the invitations.**
- 6) Do we need anything else such as City Podium with speaker system for the ceremony? **Sure - a podium looks good in photos**

Please let me know if there is any other items that I am missing that you would like to coordinate for the ceremony. I spoke to the contractor yesterday and he is pushing forward start construction work next week, I will keep you posted if all continues as planned. If you have any questions, please do not hesitate to call me.

Thanks,

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**Carlos Rodriguez**

Transportation Engineering Associate II  
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